***ANNEXURE – II***

**NATIONAL LAW UNIVESITY AND JUDICIAL ACADEMY, ASSAM**

**HAJO ROAD, AMINGAON, GUWAHATI-31 (ASSAM)**

**ACADEMIC PERFORMANCE INDICATORS PROFORMA**

**(FOR ASSOCIATE PROFESSOR & PROFESSOR)**

**APPLICANTS ARE REQUIRED TO SUBMIT API SCORE DETAILS IN THE GIVEN PROFORMA**

**CONSOLIDATED API SCORE FROM CATEGORY II / III OF TABLE I and II IN APPENDIX III OF AMMENDED UGC REGULATIONS to 2010 notified in 2016(4th amendment)**

**(To be submitted by every applicant as per UGC regulations, 2010)**

**CATEGORY: II. Professional Development, Co-curricular and Extension Activities**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sl. | Type of Activity | Average Hrs/ | API |  |
| No. | week | Score |  |
|  |  |
| 1 | Student related co-curricular, extension and field |  |  |  |
|  | based activities. (Max Score 20) |  |  |  |
|  |  |  |  |  |
|  | a. Field work |  |  |  |
|  |  |  |  |  |
|  | b. Study visit |  |  |  |
|  |  |  |  |  |
|  | c. Student seminar and workshop |  |  |  |
|  |  |  |  |  |
|  | d. Career counseling |  |  |  |
|  |  |  |  |  |
| 2 | Contribution to Corporate life and management of |  |  |  |
|  | the department and institution through |  |  |  |
|  | participation in academic and administrative |  |  |  |
|  | Committees and responsibilities. (Max. Score 15) |  |  |  |
|  |  |  |  |  |
|  | a. Administrative responsibilities (Dean / |  |  |  |
|  | Principal / Chairperson / Convener / |  |  |  |
|  | Teacher-in-charge) |  |  |  |
|  |  |  |  |  |
|  | b. Participation in Board of Studies, Academic |  |  |  |
|  | and Administrative Committees |  |  |  |
|  |  |  |  |  |
| 3. | Professional Development activities |  |  |  |
|  | (Max. Score 15) |  |  |  |
|  |  |  |  |  |
|  | Participation in seminar / conferences |  |  |  |
|  |  |  |  |  |
|  | Short term learning training courses |  |  |  |
|  |  |  |  |  |
|  | Industrial experience |  |  |  |
|  |  |  |  |  |
|  | Talks / Lectures in refresher courses |  |  |  |
|  |  |  |  |  |
|  | Faculty development courses |  |  |  |
|  |  |  |  |  |
|  | Membership of Associations |  |  |  |
|  |  |  |  |  |
|  | Dissemination and General articles |  |  |  |
|  |  |  |  |  |
|  |  |  | 1 |  |

**CATEGORY III: Research, Publications and Academic Contributions**

**A) Published Papers in Refereed Journals:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sl. | | Title, Journal with volume, | |  | First / | |  |  |  | Impact | API |  |
|  | Corresponding | |  | Coauthor |  |  |
| No. | | Year and Page Nos | |  |  |  | Factor | Score |  |
|  | author | |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  | Total | |  |  |  |  |  |  |
| **B) Published Papers in Reputed Journals:** | | | | | | |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| Sl. | | Title, Journal with volume, | |  | First / | |  |  |  | ISSN/ | API |  |
|  | Corresponding | |  | Coauthor |  |  |
| No. | | Year and Page Nos | |  |  |  | ISBN No. | Score |  |
|  | author | |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  | Total | |  |  |  |  |  |  |
| **C) Publication of Books:** | | | |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| Sl. |  |  |  |  | Publishers |  |  | First / |  |  | API |  |
|  | Book title, editor, year | | International / | |  | Corresponding | | coauthors | |  |
| No. |  |  | Score |  |
|  |  |  |  | National / Local | |  |  | author |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  | Total | |  |  |  |  |  |  |
| **D) Publication of chapters in Books:** | | | | | | |  |  |  |  |  |  |
|  |  |  |  |  |  | |  |  |  |  |  |  |
| Sl. |  | Title with | Book title, |  | Publishers |  |  | First / |  |  | API |  |
|  | editor, year | International / | |  | Corresponding | | coauthors | |  |
| No. | Page Nos | |  | Score |  |
|  | National / Local | |  |  | author |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  | Total | |  |  |  |  |  |  |

2

**E) Invited Lectures / Papers**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sl. |  |  |  |  | International / | | | |  | First / | |  |  |  |  |  | API |  |
|  | Title with Page Nos | | | National / State | | | | corresponding | | | |  | coauthors | |  |  |
| No. |  |  |  | Score |  |
|  |  |  |  | or University | | | |  | author | |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
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|  |  |  |  |  | Total | | | |  |  |  |  |  |  |  |  |  |  |
| **F) Ongoing and Completed Sponsored Research Projects and Consultancies :** | | | | | | | | | | | | | | | |  |  |  |
|  |  | **(i)** | **Ongoing Projects/Consultancies :** | | | | | |  |  |  |  |  |  |  |  |  |  |
|  | |  |  |  |  |  |  |  |  |  |  |  | | |  |  |  |  |
| Sl. |  |  | Title | |  |  | Agency |  | Period | |  | Grant/ Amount | | | |  | API |  |
| No. |  |  |  |  |  |  | (Rs. In lakhs) | | | |  | Score |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  | Total | | | |  |  |  |  |  |  |  |  |  |  |
|  |  | **(ii)** | **Completed Projects / Consultancies:** | | | | | |  |  |  |  |  |  |  |  |  |  |
|  | |  |  |  |  |  |  |  |  |  |  |  | | |  |  |  |  |
| Sl. |  |  | Title | |  |  | Agency |  | Period | |  | Grant/ Amount | | | |  | API |  |
| No. |  |  |  |  |  |  | (Rs. In lakhs) | | | |  | Score |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  | Total | | | |  |  |  |  |  |  |  |  |  |  |
|  |  | **(iii) Projects outcome / outputs:** | | | | | | |  |  |  |  |  |  |  |  |  |  |
|  | | | |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |
| **Project outcome / output** | | | | |  |  |  |  |  | **Title** | |  |  |  |  |  | **API** |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **Score** |  |
| Patent / Technology transfer / | | | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Product / Process | | | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Major Policy document of Central / | | | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| State Govt. Bodies prepared | | | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **G) Research Guidance :** | | | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | |  |  |  |  |  | | |  |  | |  |  |  |  | | |  |
| **Sl. No.** | |  |  | **Number** |  | **Thesis** | | |  | **Degree** | |  |  |  | **API Score** | | |  |
|  |  |  |  | **Enrolled** |  | **Submitted** | | |  | **awarded** | | |  |  |  |  |  |  |
| M. Phil | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Ph. D | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  | Total | |  |  |  |  |

**H) Development of e-learning delivery process / Material**

|  |  |
| --- | --- |
| Name of the Modules | API Score |
|  |  |
|  |  |
|  |  |

1. **SUMMARY OF API SCORES\***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl. No.** | **Criteria** |  | **Total API Score** |  |
|  |  |  |  |  |
| **1** | **II .Co-curricular, Extension, Professional** | |  |  |
|  | **Development related activities.** |  |  |  |
|  |  |  |  |  |
| **2** | **III. Research and Academic Contributions** | |  |  |
|  |  |  |  |  |
|  | **GRAND TOTAL (CATEGORY II and III)** | |  |  |
|  |  |  |  |  |
| \* |  |  |  |  |
| Minimum API Score Required for Direct | | Minimum Essential Qualification and Consolidated API | | |
| Recruitment of Associate Professor | | score of 300 Points from Category II and III | | |
|  | |  | | |
| Minimum API Score Required for Direct | | Minimum Essential Qualification and Consolidated API | | |
| Recruitment of Professor | | Score of 400 Points from Category II and III | | |
|  |  |  |  |  |

**Signature of the Candidate**

**GUIDELINES FOR FILLING UP OF ANNEXURE- II**

**Annexure II Proforma is based on category II / III of Table I / II in Appendix III of amended UGC Regulations to 2010, notified in 2016 and its amendments 2016.**

**The Proforma is to be filled as per these tables and self-assessment scores given. For each category, maximum scores that can be given or carried forward is indicated in the Table**

**NB. : The self-assessment scores are subject to verification by the University, and by the Screening cum verification committee or Selection Committee as the case may be.**

**Required number of additional rows can be added in the tables while filling up the proforma.**

**For all clarifications in assessment of API scores on any parameter and for any interpretational operation purpose, the UGC Regulations 2010 and its amendments issued from time to time shall be followed / referred.**

**Guide lines to fill *Annexure II***

**APPENDIX – III**

“Minimum Qualifications for appointment of Teachers and

other Academic Staff in Universities and Colleges”

UGC Notification, New Delhi, the 11th July, 2016

**Academic Performance Indicators (API) for direct recruitment of Associate Professor and Professor**

**Category II: Professional Development, Co-curricular and Extension Activities\***

|  |  |  |
| --- | --- | --- |
| Nature of activity | Maximum | API |
|  | score | Score |
| **a.** Student related co-curricular, extension and field based activities. | 15 |  |
|  |  | Actual hours spent |
|  |  | per academic |
| (i) Discipline related co-curricular activities (e.g. field work, study visit, |  | year÷10 |
| student seminar and other events, career counseling etc.) |  |  |
| (ii) Other co-curricular activities (Cultural, Sports, NSS, NCC etc.) |  |  |
| (iii) Extension and dissemination activities (public /popular |  |  |
| lectures/talks/seminars etc.) |  |  |
|  |  |  |
| **b.** Contribution to Corporate life and management of the department and | 15 |  |
| institution through participation in academic and administrative committees |  |  |
| and responsibilities. |  | Actual hours spent |
|  |  | per academic |
|  |  | year÷10 |
| (i). Administrative responsibility (including as Dean / Principal/Chairperson/ |  |  |
| Convener / Teacher-in-charge/similar other duties that require regular office |  |  |
| hrs for its discharge) |  |  |
| (ii). Participation in Board of Studies, Academic and Administrative |  |  |
| Committees. |  |  |
|  |  |  |
| **c.** Professional Development activities (such as participation in seminars, | 15 |  |
| conferences, short term training courses, industrial experience, talks, lectures |  |  |
|  |  | Actual hours spent |
|  |  | per academic |
| in refresher / faculty development courses, membership of associations, |  | year÷10 |
| dissemination and general articles and any other contribution) |  |  |
|  |  |  |

Note: \*Actual hours spend per academic year shall be taken for the above activities of a. b. and c. and shall be supported by the relevant letters / certificates / orders.

Example for score calculation: 15 score means 15 hours of teaching per academic year. API score is calculated by dividing the actual score by 10 which is 1.5 API score.

**Category III: Research and Academic contributions.**

(**A) Publications in Journals and Books**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Activity | Science Faculty | Faculties of Languages Humanities, Arts, Social Science, Education and  law | Maximum score | | API score |
|  |
| Research | Refereed Journals | Refereed Journals | 25 | / publication |  |
| papers |  |  |  |  |  |
|  | Reputed Journals | Reputed Journals | 10 | / publication |  |
|  |  |  |  |  |  |
| Books & | International Publishers | International Publishers | 30 | / book single |  |
| Chapters in |  |  |  | author |  |
| Books | National Publishers | National Publishers | 20 | / book single |  |
|  |  |  |  | author |  |
|  | Local Publishers | Local Publishers | 15 | / book single |  |
|  |  |  |  | author |  |
|  | Chapters in Books in | Chapters in Books in National |  | Int. National –10 |  |
|  | National and Internationals | and International publishers |  | and National – 5 |  |
|  | publishers |  |  | per chapter |  |

\* Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 20 points: (v) papers with impact factor above 10 by 25 points. The API for joint publications shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors

**(B) Research Projects**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Activity | Science Faculty | Faculties of Languages, | Maximum score | | API |
|  |  | Humanities, Arts, Social |  |  | score |
|  |  | Science, Education and |  |  |  |
|  |  | law |  |  |  |
| Sponsored | Major Projects above Rs. | Major Projects above Rs. 5 | 20 | / Project |  |
| Projects | 30 lakhs | lakhs |  |  |  |
|  | Major Projects above Rs. | Major Projects above Rs. 3 | 15 | / Project |  |
|  | 5 up to 30 lakhs | up to 5 lakhs |  |  |  |
|  | Minor Projects above Rs. | Minor Projects above Rs. 1 | 10 | / Project |  |
|  | 1 up to 5 lakhs | up to 3 lakhs |  |  |  |
| Consultancy | Amount mobilized with a | Amount mobilized with a | 10 | / Consultancy |  |
| Projects | minimum of Rs. 10 lakhs | minimum of Rs. 2 lakhs | Project | |  |
| Projects outcome/ | Patent / Technology |  | 30 for | |  |
| Outputs | transfer/Product/Process | Major Policy document of | International | |  |
|  |  | Central / State Govt. | and 20 for National | |  |
|  |  | Bodies prepared | state 10 | |  |
|  |  |  | local 5 | |  |
|  |  |  |  |  |  |

**(C) Research Guidance**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Activity | Science Faculty | Faculties of Languages, | Maximum score | API |
|  |  | Humanities, Arts, Social |  | score |
|  |  | Science, Education and |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | law |  |  |
| M. Phil. | Degree awarded | Degree awarded | 5 / candidate |  |
|  |  |  |  |  |
| Ph.D. | Degree awarded | Degree awarded | 15 / candidate |  |
|  |  |  |  |  |
|  | Thesis submitted | Thesis submitted | 10 / candidate |  |
|  |  |  |  |  |

**(D) Fellowships, Awards and Invited lectures delivered in conferences / seminars**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Science Faculty |  | Faculties of Languages, Humanities, | Maximum score | | | API |
|  |  | Arts, Social Science, Education and |  |  |  | score |
|  |  | law |  |  |  |  |
|  | International Award / Fellowship | | 15 | | / Award |  |
|  |  |  | 15 | | / Fellowship |  |
| National Award / Fellowship / Membership in Academic Bodies | | | 10 | | / Award |  |
|  |  |  | 10 | | / Fellowship |  |
|  |  |  | 10 | | / Academy |  |
|  |  |  | membership | | |  |
|  | State / University level Award | | 5 | / Award | |  |
| Invited Lectures / | International level | | 7 | / Lecture | |  |
| Papers\* |  |  | 5 | / Paper presented | |  |
|  | National level | | 5 | / Lecture | |  |
|  |  |  | 3 | / Paper presented | |  |
|  | State / University level | | 3 | / Lecture | |  |
|  |  |  | 2 | / Paper presented | |  |

\*The score under this sub category shall be restricted to 20% of the minimum fixed for category III for any assessment period

**(E) Development of e-learning delivery process / materials**

|  |  |  |  |
| --- | --- | --- | --- |
| Science Faculty | Faculties of Languages, Humanities, | Maximum score | API |
|  | Arts, Social Science, Education and |  | score |
|  | law |  |  |
| e-learning content development and delivery process | | 10 / module |  |
|  |  |  |  |